

## ***Minutes: Metering Systems and Meter Reading Subcommittee Meeting***

**Thursday, February 17, 2000, 9:00 a.m.**  
Salt River Project - 1600 North Priest Dr. Tempe, Arizona 85281

	<b><i>Topic</i></b>	<b><i>Lead</i></b>	<b><i>Outcome</i></b>	<b><i>Att.</i></b>
1	Welcome, Intro, Sign-In	Renee Castillo	Renee Castillo welcomed members to the meeting. Participants introduced themselves.	1
2	Review Ground Rules	Renee Castillo	Participants reviewed the subcommittee's ground rules.	
3	Review Minutes from Subcommittee Meeting (2/3/2000)	Renee Castillo	Minutes were discussed and one typographical error was corrected.	
4	Review UDC Business Rule Comparison	Stacey Aguayo	A UDC business rule comparison for a bundled customer switching (meter exchange required) to direct access was handed out. Participants reviewed this document. This document contained information on APS, SRP, and TEP and information was added for coops in a number of places. It was noted that coop information will be added to the comparison and other working group documents as it is provided by the coops. A UDC meter data element meeting 2-14-00 status report was also handed out.	
5	Review Current UDC Data Elements	Stacey Aguayo	A meter data comparison for a bundled customer switching (meter exchange required) to direct access (current UDC data elements) was handed out. Participants discussed each data element.	
6	Discuss Ideal UDC Data Elements	Stacey Aguayo	A meter data comparison for a bundled customer switching (meter exchange required) to direct access (ideal UDC data elements) was handed out. SRP, APS, and TEP had previously begun identifying which elements were required, conditional, or optional. Participants began discussing the ideal data elements.	
7	Discuss Presentation at 2/23/00 PSWG Meeting	Stacey Aguayo	A metering presentation outline was handed out. Participants discussed the presentation that would be made at the 2/23/00 PSWG meeting.	
8	Discuss Action Item Status	Stacey Aguayo	Participants discussed that status of action items identified at previous meetings, as well as new action items identified at the current meeting. The group noted that there will be three on-going documents the group will be working on: the business rule document, the current data elements document, and the ideal data elements documents.	2
8	Items for Next Meeting (agenda)	Stacey Aguayo	The agenda for the next meeting was created. See the agenda in attachment 3.	3
9	Feedback of Meeting from Subcommittee	Stacey Aguayo	Participants gave feedback about the meeting.	
10	Adjourn	Stacey Aguayo	The meeting adjourned at 4:00 p.m.	

Homework: The UDCs will meet again to continue working on the ideal data elements. UDCs will meet to discuss business practices. ESPs will meet to discuss what they want regarding business practices. Additional homework related to action items is shown in Attachment 2.

Attachment 1- Metering Systems and Meter Reading Subcommittee

**ARIZONA PROCESS STANDARDIZATION WORKING GROUP**  
**Metering Systems and Meter Reading Subcommittee**  
**February 17, 2000 Attendance List**

Subcommittee Meeting Attendees	Organization
Aguayo, Stacey	Arizona Public Service
Buck, Marvin	Computer Sciences Corp.
Castillo, Renee	Salt River Project
Cobb, Anne	Trico Electric Cooperative
Diaz, Deborah	Tucson Electric Power
Gallo, John	Salt River Project
Gardiner, Caroline	Southwest Energy Solutions
Gobbin, Laurie	City of Mesa (committee staff)
Gray, Bob	Arizona Corporation Commission
Greenrock, June	Salt River Project
Grove, Ken	APS Energy Services
Mangan, Ed	Energy Consulting
Meredith, John	Arizona Electric Power Cooperative
Michaud, Paul	Martinez and Curtis
Mollon, Janie	New West Energy
Nuzum, Lindee	Arizona Public Service
Pichoff, Darrel	K.R. Saline & Associates
Polansky, Paula	Tucson Electric Power
Rumolo, David	Grand Canyon State Electric Cooperative Association
Schenk, Jenine	Arizona Public Service
Sheehey, Joe	Tucson Electric Power
Slechta, Eugene	Salt River Project
Wontor, Jim	APS Energy Services

## Action Items

### Action Items Previously Identified As Being Addressed at February 17, 2000 Subcommittee Meeting

Action Items	Required Homework	Status
When does the ESP take responsibility for meter and take responsibility for consumption during meter switch.	Bring documented processes.	Will discuss at March 2, 2000 meeting
Blackout period	Define and compare. Look at California blackout periods.	Will discuss at March 2, 2000 meeting
What are the processes for scheduling and changing MSP works and how are the exceptions handled.	Covered during process flow discussions.	Will discuss at March 2, 2000 meeting
Data content, data format, and data transmission of metering data between market partners.	Covered during process flow discussions.	Is being covered in on-going work.

### Action Items Previously Identified as Being Addressed Sometime After February 17, 2000 Subcommittee Meeting

Action Items	Required Homework	Status
Site access issues	Utilities will revisit meter access policies, how things are handled, why, and where there can be flexibility, as well as possible resolutions to problems.	Tentatively scheduled for March 16, 2000 meeting.
Load research meters	Utilities will get answers.	Held a short discussion at the February 17, 2000 meeting. Some issues will be addressed in the business process document. Tentatively scheduled for March 16, 2000 meeting.
Whether direct access meters must have a display, EUSERC	UDCs should identify why they need a display. Others should evaluate the impact of not having a display. Jenine (APS) will look at EUSERC requirements.	Held a short discussion at the February 17, 2000 meeting. Display is a separate issue from ESP passing billing data to UDC. Darrel will check with RUCO. Tentatively scheduled for March 16, 2000 meeting.
UDC ownership of CTs and PTs	Review ACC rules. Documentation from each UDC. APS, TEP, SRP explain their positions.	Scheduled for March 2, 2000 meeting.

New Action Items Identified at the February 17, 2000 Subcommittee Meeting

Action Items	Required Homework
How should multiple meter sites be handled? Are there things that are unique to multiple meter situations? Four sample multiple meter scenarios were identified: 1. Totalized account. How can an MSP keep them straight? 2. Strip mall - 10 suites and 10 different owners. 3. Customer site with 4 meters. 4. Master metered accounts	UDCs should see how they handle multiple meter sites.
What happens when a direct access customer returns?	None identified.

Note: These were not assigned a specific subcommittee meeting in the future when the group would address these issues.

**Agenda:**  
**Metering Systems and Meter Reading Subcommittee Meeting**

**Thursday, March 2, 2000, 9:00 a.m. - 4:00 p.m. – 1600 North Priest Dr. Tempe, Arizona, Salt River Project Information Systems Building**

	<b>Topic</b>	<b>Lead</b>	<b>Anticipated Outcome</b>	<b>Att.</b>
1	Welcome, Introductions, Sign-In	Stacy Aguayo	Chair will deliver opening remarks. Committee members will sign the attendance sheet and introduce themselves .	
2	Review Ground Rules	Stacy Aguayo	Chair will review ground rules with the group.	
3	Review minutes from the prior meeting (February 17, 2000)	Stacy Aguayo	Subcommittee members will review the minutes from the previous meeting and make suggestions on any revisions that need to be made.	
4	Continue going through ideal data elements	Stacy Aguayo	Subcommittee members will continue going through the list of ideal data elements.	
5	Discuss ideal business practices	Stacy Aguayo	Subcommittee members will go through the business practices related to meter switching and identify what the ideal practices are.	
6	Issues discussion	Stacy Aguayo	Subcommittee members will discuss the issues list.	
7	CT/PT(VT) ownership discussion	Stacy Aguayo	Subcommittee members will discuss how CT/PT(VT) equipment should be handled and will add it to the business practices information.	
8	Review California list	Stacy Aguayo	Subcommittee members will look at a list from California of different switching scenarios and processes.	
9	Items for Next Meeting (Agenda)	Stacy Aguayo	The agenda for the next meeting will be developed.	
10	Feedback of meeting from Subcommittee	Stacy Aguayo	Subcommittee members will give their opinions on the meeting.	
11	Adjourn	Stacy Aguayo	The meeting will be adjourned.	